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dated 13 July 1957 ACTION REQUIRED: Immediate Settlement of the Delinquent Portion of Your Advance Account 1. Attached is a statement of your advance account as of the linguest. 2. Pursuant to the provisions of you advance account is over 60 days feelinquest. 2. Pursuant to the provisions of your advance account is over 60 days account within 30 days from the date of this notice, action will be taken to recover the delinquent portion of your advance account within 50 days from the date of this notice, action will be taken to recover the delinquent portion of your advance account within 50 days from the date of the selection will be taken to recover the delinquent portion of your advance account within one year. In each instance where advances are liquidated by salary deductions, a report is asset to the Deputy Birector Support and to the Inspector General for consideration of possible action relative to the misuse of Government funds. 3. It is requested that you take immediate steps to liquidate the delinquent portion of your advance account so that it will be unnecessary to effect recovery by salary deductions. If you have any questions rejarding your account, you should contact one of the following: a. The Addinistrative Officer of your division. b. Accounts Receivable Unit, Accounts Branch, Finance Division Room 2005, wint D, Alcott Hell Extension i. If an account and/or a refund has already been submitted, please advise the unit indicated in paragraph 3b above of the action taken and when it occurred. 25X1A9A Attachment: Statement of Account Distribution: Grig. and 1 - Addresses w/attachment O-Chief, Finance Div, w/o att. 1 - Accts, Er, w/o att. 1 - Accts, Er, w/o att. 1 - Accts, Er, w/o att. 1 - Accts, Rep./Accts, Br. w/o att.		25X1A9A
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